

Southern Nevada Public Land Management Act ROUND 6 Nomination Package Requirements for Capital Improvements

I. GENERAL REQUIREMENTS:

1. All nomination packages for Capital Improvements are to be submitted to John Kerrigan, Interagency Capital Improvements Program Manager, Bureau of Land Management (BLM) Las Vegas Field Office (LVFO), Division of Land Sales & Acquisitions, 4701 N. Torrey Pines Drive, Las Vegas, NV 89130. Applicants are required to submit one (1) hard copy and one (1) electronic copy (3.5" disks or CDs). Text should be created in MS Word "97" or higher. All text and images should be integrated into a single document on the disk or CD. This will require scanning maps, photographs & other documents which were not originally created or obtained electronically. Photographs & maps should be scanned in .JPG format for insertion into the text document. Nomination period begins 8/30/2004 and ends 11/22/2004.
2. Time permitting, nominators will be notified if their nomination package is incomplete and allowed a brief period to provide missing information.
3. Late submissions cannot be considered.
4. Incomplete nomination packages cannot be considered.
5. All nomination packages, including disks and CDs, become the property of the BLM LVFO Division of Land Sales & Acquisitions and will not be returned.
6. Please note significant changes to the Implementation Agreement regarding Capital Improvements. These changes are on the following pages: 35-42, 55-62, 65 and 86. Revised Cost Estimate sheets for each allowable expenditure category can be found on the SNPLMA website (www.nv.blm.gov/SNPLMA/agreement.asp). Appendix B-3 is to be utilized for the Capital Improvement cost estimate sheet, and is required to be submitted with all nomination packages.
7. A more detailed cost summary sheet by category is included for your use and is required to be submitted with all nomination packages.
8. Federal managers are requested to provide the personnel required to present nomination packages to the subgroups and working groups.
9. Nomination packages are to be signed off (initialed) by the appropriate Federal Manager prior to submission.
10. Please be advised that any nomination including purchase/lease of project equipment will require the following documentation for reimbursement (page 90 of Implementation Agreement): (a) identification of the equipment and its project function, (b) certify the percent utilized by the project, (c) certify that Federal agency rules and regulations are being followed in managing, maintaining, securing, and inventorying the equipment, and (d) as with all direct costs provide a receipt for lease payment(s) or copy of purchase receipt. The final project reimbursement request must specify the current value of the equipment and the basis for that value determination and relate the value to the amount requested for reimbursement. In the case of leased equipment, provide certification that

the lease cost was less than outright purchase and certify that the lease has been terminated or the cost transferred to another funding source.

II. CAPITAL IMPROVEMENT NOMINATION PACKAGE REQUIREMENTS

The Southern Nevada Public Land Management Act of 1998, Section 4(b)(3)(ii) allows money from the special account to be expended for:

“ . . . capital improvements at the Lake Mead National Recreation Area, the Desert National Wildlife Refuge, the Red Rock Canyon National Conservation Area and other areas administered by the Bureau of Land Management in Clark County, and the Spring Mountains National Recreation Area.”

Capital improvement projects may include repair or rehabilitation of existing infrastructure, new construction, or improvements needed to protect resource values. All projects that are submitted for funding consideration must conform with approved management plans for the Federal unit involved. Each project should materially contribute to effective resource protection, the visitor experience and/or improved unit operations. Since the capital improvement needs of the four Federal agencies are great and funding is limited, the funding priorities need to incorporate a strong cost management system and ethic.

Eligibility

Capital Improvement projects may be nominated by any of the four Federal land management agencies (BLM, FWS, FS, and NPS).

Nomination packages for Capital Improvements MUST include the following:

- ☐ Project title, contact person/project manager, phone, and e-mail.
- ☐ Federal manager initials.
- ☐ A page size map(s) (8-1/2" x 11") depicting the specific location of the project.
- ☐ Completed Appendix B-3 Cost Estimate Sheet.
- ☐ A narrative addressing the following:
 1. A general description of the project.
 2. The approximate cost of the project.
 3. A description of operation and maintenance requirements and associated costs once the project is constructed and who will be responsible for these costs and requirements.
- ☐ A narrative providing answers to each of the following questions:
 1. Does this project provide safety for visitors and/or employees? If yes, describe:
 - The nature of the safety concern
 - Urgency and risk
 - Number of visitors and employees affected
 - Nature of remedy and alternatives

2. Does this project provide more and better visitor facilities to meet increasing demands and changing demographics? If yes, describe:
 - The nature of the project
 - Demand for the facility and regional significance
 - Number and/or demographics of visitors
3. Does this project provide more and better information and education services/opportunities? If yes, describe:
 - The nature of the project
 - Demand and regional significance
 - Number and/or demographics of visitors
4. Does this project protect the integrity of significant resource values or improve the quality of the environment? If yes, describe:
 - Number and significance of resource values involved (including cultural, historical, natural and scientific values)
 - Nature of the project and relative significance of desired outcomes
 - Nature of the threat to the resource values and urgency for action
5. Does this project improve the efficiency and effectiveness of natural resource management activities? If yes, describe:
 - The nature of the project and desired outcomes
 - Significance of the impacts in consideration of the investment required
 - Urgency for action
6. Does this project involve partnership in the funding, design, construction, operation, and/or maintenance (other than SNPLMA sources)? Only confirmed partnerships (as opposed to potential partnerships) are eligible for consideration. If yes, describe and include letters or materials of support.
 - Number, nature, and relative significance of funding partnerships
7. Does this project have the support of State, local governments, interested parties and/or other agencies? If yes, describe and include letters or statements of support.
 - Agencies and/or other interested parties that support or oppose the project
 - Nature of support or opposition
 - How support or opposition is demonstrated
8. Does this project have other considerations? If yes, describe:
 - Urgency (emergency situations such as critical major facility maintenance or repair)
 - Spatial distribution of projects
 - Projects designed to address changing demographics

Nomination packages for Capital Improvements MAY include the following:
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- ☐ Photos and/or drawings of the project.
- ☐ Letters or materials supporting cooperation in the funding of the activity.
- ☐ Any other materials that may convey meaningful information.

PROJECT COST ESTIMATE WORKSHEET BY CATEGORY

Professional Services

	Cost
A/E Design Fee	
Consultant Fees	
Direct Labor for Review of Contracted Reports/Analysis	
Environmental Assessment/Testing	
Inspection	
Permitting	
Project Management	
Remote Site Costs	
Soil Analysis/Geological Analysis	
Surveys	
Technical Reports	

Professional Services Sub Total:

Construction Cost Analysis

	Quantity	Units	\$ / Sq. ft.	Cost
Asphalt/Concrete/Curbing				
Construction Costs, Site Power, etc.				
Construction Equipment				
Construction Materials				
Construction Supplies				
Fencing/Lighting				
Labor				
Landscaping & Irrigation				
Signage				
Site Benches, Tables, etc.				
Site Preparation/Grading				
Utilities Hook-up/Relocation				
Construction Sub Totals:				

Building Costs

	Quantity	Units	\$ / Sq. ft.	Cost
Asphalt Parking/Lighting				
Building Equipment				
Building Materials				
Building Supplies				
Fire/Sprinkler				
HVAC				
Labor				
Landscaping				
Permanent Furnishings/Fixtures				
Roof				
Signage				
Telecommunications				
Utilities				
Building Sub Totals:				

Miscellaneous

	Cost
Bonding	
Contingency	
Contractors Fees	
Insurance	
Notices/Publishing Costs	
Security	
Transportation	
Travel	
Miscellaneous Sub Total:	

	Quantity	Units	\$ / Sq. ft.	Cost
Cumulative Totals:				